

3 December 1975

MEMORANDUM

SUBJECT: Executive Council Meeting on 2 December 1975

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Mr. Proctor chaired. [] was substituting.

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1. Mr. Proctor predicted that tomorrow's hearing before the House Select Committee on the subject of the TET Offensive would be a real donnybrook. [] will open with a hard-hitting statement that the military figures were right and Sam Adams' were wrong. Mr. Colby and other Agency witnesses would appear later and would emphasize CIA's efforts to increase the estimates of Viet Cong strength.

2. Mr. Proctor said the DDI had exceeded its monetary goal in the CFC by 17%. Only one office was below its financial goal.

3. Office Christmas parties should be held only on Friday the 19th or Monday the 22nd, between 3:00 and 6:00 p.m. No liquor is to be consumed at DDI parties.

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4. [] understands that the House Select Committee is scheduled to complete the first draft of its report by 20 December, the second draft by 9 January and the final version by 20 January. The Senate Select Committee should wind up its work by the end of March.

5. The DDI Management Staff is preparing an impact statement on the loss of funds for part-time employees.

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6. [] reported that some 1400 completed attitudinal surveys had been returned (68% of those sent out). Mr. Proctor said that the deadline should be extended until 15 December in order to get maximum participation.

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Chief, DDI Executive Sta []

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